



City Manager's Report: August 2, 2021

Projects, Updates, Community Information, Staffing, General Operations

BUILDING DEPARTMENT UPDATE

Project Name	Status	
ZONING AMENDMENTS		
None		
SITE PLANS		
599 Gould	Former Fisher Redi-Mix has new owners. Administrative Site Plan Review in process for "Modern Shiawassee"	
403 State St	Pending admin review to renovate existing structure(s) for marihuana grow	
1465 McMillan	New build for marijuana grow. Full Site Plan Review to Planning Commission on	
1400 McMillan	Existing structure for marijuana grow. Administrative Site Plan Review in process.	
1410/1420 Hathaway	Existing structures for marijuana grow. Administrative Site Plan Review in process.	
LAND DIVISIONS/COMBINATIONS		
None		
BUILDING PERMITS – COMMERCIAL		
None		
MARIHUANA LICENSES		
GROW		
1750 E South St	Medical and Recreational	Renewed – July 2021
1370 E South St	Medical	In Process-Renovations to existing building
1400 McMillan	Medical	In Process-Renovations to existing building
1465 McMillan	Medical	In Process-New build
1500 McMillian	Medical	In Process-Renovations to existing building
1455 Industrial	Medical	In Process-New build
1410/1420 Hathaway	Medical and Recreational	In Process-Renovations to existing buildings
RETAIL		
117 W Main St	Medical and Recreational	In Process
1115 Corunna	Medical	In Process
901 W Main	Medical and Recreational	Renewed – June 2021
116 N Washington	Medical and Recreational	Renewed – January 2021

Grants			
Grant	Amount	Status	Description
MSHDA NEP Grant	\$41,250	Awarded	Used to assist low-income home owners with eligible exterior home improvements up to \$7,500. Eligible applicants have been

			notified of awards and contractors have been hired. Projects completed by end of Fall, 2021.
DNR Grant for Holman Pool Building	\$150,000	Awarded	Will require \$50,000 match. Architect has finalized plans and will submit to state after the project has been bid.
EGL E DWAM Grant	\$1,000,000	Applied	Still have not received word from EGL E if we were awarded. This grant would help identify water service lines subject to the LCR requirements.
EGL E Service Line Replacement Funding	\$3,000,000	Applied	Owosso's application was scored the highest this round. Project plan submitted July 1, 2021. This is 100% forgiven loan (Booker Funding) through the state's revolving loan fund program. Dollars will be used to replace water service lines subject to LCR requirements.
EGL E Service Line Replacement Funding (2)	\$1,345,000	Applied	This partial loan forgiveness funding is tied to the application above. This project involves more LSR replacements coupled with the replacement of the Center St water main and rehabilitation of the water system elevated towers. NOTE – if the city is awarded the MEDC WRI grant for water main replacement, Center St water main will be funded by that instead. This opportunity is 30% Booker forgivable.
FEMA SCBA Grant	\$250,000	Denied	This grant replaces the OFD's breathing apparatuses. This is the second year we have been denied.
FEMA Radio Grant	\$1,200,000	Denied	This grant was in conjunction with other municipalities to replace OFD's radio units.
Federal COPS Grant	\$582,875 over 3 years	Applied	This grant funds up to 3 new police officer positions for 3 years. If awarded, the city would be required to continue funding these positions for an additional year.
Saginaw WIN Grant	\$10,500	Awarded	To help fund the Middle School area kayak launch.
USDA Police Cruiser Grant	\$17,500	Awarded	To pay 55% of the cost of a replacement police cruiser.
Safe Routes to School	\$600,000	Applied	To improve certain areas of sidewalk around the city and add sidewalk where needed to improve school safety.
Consumers LED Rebate	\$5,460	Applied	Replace light fixtures in City Hall with more efficient LED lights
Small Urban Grant	\$1,600,000	Denied	Reconstruct Chipman St from Beehler to M-21.
MEDC WRI Grant	\$1,600,000	Denied	Replace water main, streets, and LSLs on Center, Clyde, Huron, Lynn, and Milwaukee Streets. 25% match required.
MCACA Grant	\$82,500	Applied	Replace library AC, Library steam pipes, Gould House heat and AC, and Castle boiler. Required \$82,500 match. Will know in September, 2021 if we are awarded.
Small Urban Grant	\$375,000	Awarded	Reconstruct Gould St from Oliver to Moore.
T-Mobile Hometown Grant	\$45,300	Applied	Possibly help fund the Middle School Kayak Launch project so no millage money would be needed to complete the project. This would add to the Saginaw WIN Grant already awarded.
Wellhead Protection Grant	\$52,000	Applied	Fund wellhead educational activities, groundwater audit, wellhead protection software, and update the city's wellhead plan.

OPERATIONS AND COMMUNITY RELATIONS

- Brush pickup for August is set for Wednesday the 25th.
- **MASTER PLAN UPDATE:** COMPLETED
- **Zoning Code Rewrite - \$32,000:** Initial meetings with city planner have begun. Process will take a minimum of 12 months. This is the last big step towards getting the city Redevelopment Ready certified with the MEDC.
- **County COVID Updates:** <http://health.shiawassee.net/Emergency-Preparedness/COVID-19-Stats.aspx>
- **State COVID Updates:** https://www.michigan.gov/coronavirus/0,9753,7-406-98163_98173---,00.html

STAFFING UPDATES

- **New Hires/Promotions:** Holly Hier was hired as our new executive secretary in the Building Department. She will start Aug 9.
- **Open Positions:** Accountant (interviews the first week of August).
- **Announced Retirements or Departures:**

CITY PROJECTS

STREETS AND SIDEWALKS			
2021 Crush and Shape Program	Glenwood Ave: S. end to Farr	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bids Received. Awaiting Council Approval. Completion goal: Late Fall, 2021
	Garfield Ave: S. end to Corunna	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bids Received. Awaiting Council Approval. Completion goal: Late Fall, 2021
	Lincoln Ave: Farr to Monroe	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bids Received. Awaiting Council Approval. Completion goal: Late Fall, 2021
	McMillan Ace: S. end to Industrial	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bids Received. Awaiting Council Approval. Completion goal: Late Fall, 2021
	Park St: Harper to Ridge	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bids Received. Awaiting Council Approval. Completion goal: Late Fall, 2021
	Pearce St: South to Francis	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bids Received. Awaiting Council Approval. Completion goal: Late Fall, 2021
	South St: McMillan to Aiken	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bids Received. Awaiting Council

			Approval. Completion goal: Late Fall, 2021
2021 Chip Seal Project: Contract 1	Auburndale: Broadway to Alger	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	Completed
	Carr: South to Herman	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	Completed
	George: South to Herman	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	Completed
	Glenwood: Farr to Monroe	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	Completed
	Herman: Carr to Kenwood	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	Completed
	Hiram: George to Chipman	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	Completed
	Nelson: South to Herman	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	Completed
	South: Chipman to Shiawassee	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	Completed
	Washington: S. city limits to Gute	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	Completed
	Woodlawn: S. end to Farr	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	Completed
2021 Chip Seal Project: Contract 2	Adams: King to Elizabeth	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Completed
	Alta Vista: Center to Shady Lane	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Completed
	Alturas: Center to Shady Lane	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Completed
	Chestnut: Steward to Main	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Completed
	Chipman Ln: Chipman to dead end	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Completed
	Corlett: S. end to Marion	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Completed
	Jennett: Adams to Washington	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Completed
	Mack: Robbins to Chipman	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Completed
	Marion: Chipman to Hanover	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Completed
	Morris: Mack to N end	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Completed
	North St: over Corlett Creek	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Completed
	Orchard: Marion to N end	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Completed
2021 Street Patch Program		Contract awarded to Smith Sand and Gravel. Project to begin July 28, 2021	Fall 2021

2021 Sidewalk Program		Advertised for bids in April 2021. Work will begin August 9, 2021	Aug 2021
2021 Street Projects	Gould St (Oliver to Moore)	N Gould Street from Oliver to Moore: Work scope includes pavement rehabilitation with select curb and gutter repair, ADA sidewalk ramps, select sidewalk repair, complete storm sewer replacement, and permanent pavement markings and signing. No water main to be installed. Project is a MDOT Small Urban Program project. Project began on June 14, 2021. Existing pavement has been pulverized and concrete has been removed. Storm sewer work is completed. Roadway excavation and aggregate base work is done. Concrete curb and gutter replacement is progressing according to plan. Asphalt paving is expected about mid-August. The project should be completed near end of August, 2021.	August, 2021
	Maple Avenue: Corunna to N end	Maple Avenue from Corunna to north end: Work scope includes street reconstruction and water main replacement from a 4 inch main to a 6 inch main. DPW scheduled to begin water main replacement end of July/early August, 2021. Street construction will begin early spring, 2022.	Aug 2021/Spring 2022
Downtown	Replace overhead street lights and poles	Select replacement of street lights with new chairman lights and LED bulbs. In partnership with DDA.	June 2022
	Sidewalk repair	Coordinate with water utility to replace lead service lines before repairing select areas of downtown sidewalk	Design phase.

UTILITIES (Water and Sewer)

Project	Project Name/Description	Status	Completed
Lead Action Level Exceedance	Filter giveaway event	Conducted 2 filter giveaway events in partnership with local and state health department. Remaining filters to be handed out at city hall for those who qualify. Email safewater@ci.owosso.mi.us or call 989-725-0545 to schedule an appointment to receive a filter curbside due to COVID lockdown.	Complete
	Filter Distribution	Distribute filters at city hall for those who qualify. See above for COVID lockdown procedures for filter giveaway.	Ongoing
	Public Education Mailer	Mail PE piece to every water account in the system.	Complete
	6 month lead/copper re-test	State mandated retesting for lead/copper levels 6 months after initial exceedance. Preliminary results show we are now below the action level. Official draft report has not been received yet.	Spring/Summer 2020
Lead/Galvanized Service Line	Replace 200 service lines in calendar year 2021	First step is to definitively identify service line as lead or galvanized. This involves either a	December 2021

Replacement - 2021		home inspection or hydro excavation if home access is not possible. Hydro excavations have started. First 35 locations coinciding with street projects will begin late June and completed in mid-August, 2021 subject to contract award on June 7.	
Water Billing Customer Portal	ACLARA ACE Portal	Staff continues to meet with ACLARA to implement the water use online customer portal. Target for rollout is after we can get a mailer sent in next water bill with instructions on how to create an account on ACE.	As soon as ACLARA ONE upgrade is made and DCU's are wired for power. Solar not providing enough power.
Water Treatment Plant	SCADA System	Kick-off meeting with Tetra tech was 10.30.20	June 2021
	Backwash Pump and 16 inch hi service	Replace backwash pump, install redundant pump, and replace 16 inch water main in basement	Complete
Wastewater Plant	Headworks Project	Screw pumps installed. Bypass pumping has stopped. Grit chamber operational. Screeners relocated. Only punch-list items remain	Completed
	Screw pump building roof replacement	Replace roof on screw pump building.	Postponed due to cost
	Influent sampler replacement	Replace 25 year old influent sampler	Postponed
	Bisulfide tank replacement	Replace bisulfide tank	Completed
	Confined space entry equipment	Purchased new confined space entry equipment. Worker safety.	Postponed
	Sludge Truck dump box	Replace corroded dump truck box	Complete
	VFD controller rehab (5)	Rebuild/replace old variable frequency drive controllers	Completed
	Pipe hanger replacement	Replace corroded plant sewer pipe hangers. As needed. Labor in house. Pay as you go.	Ongoing
	Solids Handling Project	Replace centrifuge, sludge tanks, main building roof, and remove unused equipment.	Dec 2022
Sewer Collection System – SRF Funded	2020 Sewer Rehab Project	Work began week of September 14, 2020. City sent out general information letters to affected residents along with telephone contacts to answer questions and/or concerns. Contractor also handing out contact information (door hangers) to residents with advance notice including dates and times to limit sanitary use. Sewer lining phase is 95% complete-Contractor performing finish work on remaining segments. The Manhole Rehabilitation phase (manhole lining and chimney replacement) is progressing and should be completed by July 30 th , 2021. The Contract may be extended at the City's request to make additional repairs to other critical sewer locations.	July 30,2021

Water Main Replacement	Clyde St: Walnut to Shiawassee	Replace 4 inch cast iron (1970s) with 6 inch PVC. Restore street surface and replace service lines where needed.	Design phase.
	Huron St: Huggins to E end	Replace 1.5 inch galvanized with 6 inch PVC. Restore street surface and replace service lines where needed.	Design phase.
	Lynn St: Howell to W end	Replace 4 inch cast iron (1960s) with 6 inch PVC. Restore street surface and replace service lines where needed.	Design phase.
	Milwaukee St: S Lyon to S Cedar	Replace 2 inch galvanized (1960s) with 6 inch PVC. Restore street surface and replace service lines where needed	Design phase.
	Center St: W North to W King	Replace 6 inch ductile iron with 8 inch PVC. Restore street surface and replace service lines where needed.	On DWRF project list for ELGE LCR Booker loan funding.

PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED

Project	Project Name/Description	Status	Completed
	CIS Trail Extension – Extend trail from Priest Rd. to City.	Huron & Eastern Railroad told the city they will not agree to allow the trail to run along RR right of way for liability reasons. Meeting scheduled with state, local and county stakeholders to regroup/strategize.	TBD
	Canoe/Kayak Launch installation	Work scope includes constructing a kayak launch and kayak locker north of the Heritage Footbridge. Design work is complete. EGLE permit application is in process and a permit is expected sometime late September. The ramp and landing area work may be done yet this year by City DPW and an organized volunteer group. The stairway construction phase is postponed until 2022 due to seasonal limitations.	Spring 2022

MOTOR VEHICLE POOL

DPW	HydroVac Truck	Used for less-invasive excavation and lead service line identification.	Purchased
	Valve Turning Machine	Used for valve exercising and proper operation of valves for water system maintenance	Purchased
	Lawn tractor	John Deere tractor for mowing and misc projects	Purchased
Public Safety	FY 20-21 Police Cruiser		June 2022
	FY 21-22 Police Cruiser		June 2022
	Detective Vehicle	Replace Impala and Fusion with SUV	June 2022
	Ambulance replacement	Order placed. Will take 18 months. Saving \$100,000 this year and purchasing FY 2022-23.	June 2023

BUILDING AND GROUNDS

Library	HVAC rehab	Replace aging air conditioning systems.	FY 2021
	Boiler Steam Distribution Line Replacement	The boiler for the library is in good shape. However, the distribution lines are leaky and need replacement. This would replace the entire distribution system. Multiple patches have been	TBD

		installed and the leaks are just appearing in new areas. Cost estimates being sought.	
Gould House	Rehabilitation Project	Roof work has begun. Soffits and porches will be repaired, replaced next. HVAC systems will be replaced later thru state grant or millage funds.	December 2021
City Hall	Replace city computers	Replace 6 computers in city hall	June, 2022. Chip shortage causing delays.
	Finance wing carpet replacement	Postponed due to COVID.	FY 21-22
	Retaining Wall Rebuild	Project has been awarded to Gordon Construction Services. Base bid includes retaining wall, railing, turf restoration, and sidewalk reconstruction along the upper and lower portions of the retaining wall. Sidewalk south of the retaining wall including in the alternate bid will be reconstructed at a later date. Geotechnical design is complete. All preliminary city work was completed by City DPW crews. Wall and concrete demolition began early-July. Following excavation, City Engineering evaluated site conditions and decided to install sheet piling along the north edge of the excavation. A sub-contractor was hired to perform the special work. Sheet piling work began July 27, 2021. The wall construction will follow soon thereafter. All work should be completed by end of September, 2021.	Sept, 2021
	Security and Accessibility - IT	Replace/Add technology at city hall for security and accessibility. Replace old doorbell on basement entry and upgrade silent alarm system.	June 2022
	Replace laserfiche server	Replace 20 year old server that holds many electronic city records for the clerk's office	June 2022
	Wireless accessibility	Replace and add routers for better WiFi coverage in city hall. Current dark areas on all floors will be corrected. Speed increased	June 2022
	Replace phone system routers	These routers connect all city facilities on one phone system. Current routers are no longer supported by Cisco.	June 2022
	Recharge server room Halon Syst	The gas fire suppression system in the server room needs to be recharged	June 2022
Public Safety	Police Body Cameras	Purchase and equip officers with body cameras. Server purchased FY 19-20.	June 2022
	Defibrillator	Purchase monitor/defibrillator for fire/EMS	June 2022
	Boiler repair	Replace some steam lines for the heating system	Fall 2021
Main Street Parking Lot	EV Charging Station Installation	A check from the Revolving Loan Fund will be issued to the DDA on 10.29.20. Consumers energy easement approved.	Unclear. Subject to Consumers schedule.
Public Works	Replace overhead doors at shop	Replace insulated overhead doors on main shop building.	June 2022

CONTRACTS AND AGREEMENTS

Library	Lease Agreement between city and library for building maintenance	City Attorney is drafting new lease agreement after city manager and library director negotiated terms. Final approval needed from Library Board and City Council	Completed
Water	Agreement between the city, Corunna, Owosso Twp, and Caledonia Twp for Treatment Plant maintenance/replacement/capacities	Corunna contract extended back in 2011. Updated documents on file. No update necessary at this time.	N/A
Sewer	Agreement between the city, Corunna, Owosso Twp, and Caledonia Twp for WWTP maintenance/replacement/capacities	Staff and WWTP Authority reviewing agreement.	TBD